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DD/R-829-63

3 June 1963

MEMORANDUM FOR: Deputy Director of Central Intelligence

SUBJECT: Promotion of [REDACTED]

25X1A

1. I should like at this time to recommend for promotion from GS-15 to GS-16 Mr. [REDACTED]. He has been serving for the past year as Executive Officer of the newly-formed DD/R, an established supergrade position. He has carried out very ably the assignment of organizing all of the administrative activities of the new major Deputy Directorate of the Agency, an exceedingly difficult task since it involved developing an organization from nothing to handle a wide variety of complex tasks. Among other activities he has taken the lead in getting established an Agency Scientific and Technical Personnel Advisory Committee in order to improve Agency personnel policies.

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2. Prior to his present position [REDACTED] served as Executive Officer for OSI and a member of the OSI Collection Staff. His previous Agency career since his EOD in 1952 was in OCR where he served as Chief or Deputy Chief of various intelligence registers. During all these tours he has been evaluated highly.

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3. In 1959, he served as Chief Agency representative to the ITU Geneva International Conference on the assignment of radio frequency allocation. He was commended by the Chairman for his outstanding work as a member of the delegation. In 1960, he attended an Agency Senior Management Seminar for supergrades mostly at the AD or DAD level. He was highly commended by those organizing the course for his leadership at these sessions.

GROUP 1
Excluded from automatic
downgrading and
declassification

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4. In view of [REDACTED] excellent record through his career in the Agency, I would strongly recommend he be promoted to GS-16 at this time. He has been in his present grade about 5 years.

Herbert Scoville, Jr.

HERBERT SCOVILLE, JR.

**Deputy Director
(Research)**

**Attachments: (2)
Official Personnel Folder
Personnel Action**

Promotion of [REDACTED]
to GS-16 approved:

25X1A

Date: _____

DDCI

cc: D/Personnel

ODDR:HScoville:jlpl:7713 (3 June 1963)

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